

To: Flood Authority
From: Lara Fowler, Coordinator
Re: Follow up regarding budget, staffing scenarios for 2012-2013
Date: June 28, 2012

At the last Flood Authority meeting on Thursday, June 21st, we had a long discussion about the potential budget and staffing scenarios for 2012-2013. The Executive Committee had a follow up discussion this week, and would like to discuss options with the Flood Authority as a whole during a special meeting (via phone) on Friday, June 29th.

The second page of this memo outlines a proposal for what the budget might include. There are two overall assumptions that form the basis for this proposal: 1) the only funding for the Flood Authority through June 30, 2013 is the funding already allocated, and 2) significant on-the-ground project work will be implemented through ESB 5127 (the Jobs Now Act funding). There is additional information or assumptions for each task (as outlined in the Flood Authority/ OFM Contract) below:

- Task 1: Additional funding for H&H modeling will be helpful after June 30, 2012 to ensure that the Flood Authority can continue to run scenarios about potential solutions. The budget figure below includes \$10,000 in funding not yet expended and to be carried over; additional funding would ensure some availability for future modeling.
- Task 2: The gage on the DNR property for the Early Warning System will hopefully be installed this week; the gage on Weyerhaeuser property has yet to be installed. The budget assumes some carryover for calibration of the fully installed system, plus funding for updating the inundation maps.
- Task 3: Re: the Fisheries Study, we need to determine what the final deadline for any comments on the Fisheries Enhancement Piece might be. We had talked about a comment period of June 7th, but Anchor has not received any comments to date. If the time period for collecting comments is extended past July 30th, it may be helpful to extend Anchor's contract for time only.
- Task 4 re: Bridges/mitigation work, it is Jim Kramer's understanding that WSDOT is willing to help with the pre-design work on potential bridge alternatives. I've removed the \$10,000 placeholder as it is work that can be otherwise accomplished.
- Task 7 re: program facilitation/staffing: I have spoken with Jim Kramer about the overhead cost from the Ruckelshaus Center (25% + other extra expenses); he and the Ruckelshaus Center are okay if he contracts directly with the Flood Authority, if the Flood Authority is okay with that approach. I have also modified time for SBGH Partners to be approximately 65 hours per month for the 1st six months, and then assumed a lighter workload for the remaining 5 months if the Flood Authority goes to meetings every other month (SBGH Partners assumed working 11 months out of the next 12). OFM is looking to ensure that facilitation and staffing results in capital budget worthy items: tangible outcomes that can produce or can lead to capital projects. This will need to be the focus of staffing.
- Task 8: Lewis County estimates a need for approximately \$36,000 to cover their staffing costs and miscellaneous expenses.
- This leaves approximately \$5,000 in unallocated funds.

Potential Budget for 2012-2013 (Approximate funding available \$275,988)

Task 1- H&H Modeling/Scenario Testing (through Sept.): \$40,000 (\$10k existing + \$30k new)

Task 2- Early Warning System: \$20,000 (\$10k existing + \$10k new for inundation maps)

Task 3- Fisheries: \$0

Task 4- Bridges/mitigation work: WSDOT to do the work

Task 5- Alternative Measures Report: 0

Task 7- Program Facilitation/staffing: ~\$174,000

Task 8- Staff support/project management (Lewis County, etc.): \$36,000
(this would leave \$179,988 for potential staffing)

Staffing scenario

1. Facilitation- Jim Kramer (through individual contract)
 - a. Time: 40 hours/month x \$185 x 12 months= \$88,800
 - b. Travel: \$200/month x 12 months = \$2,400
 - c. Total: \$91,200
2. Staffing- SBGH partners
 - a. 65 hours/month x \$120/hour x for 1st 6 months = \$46,800
 - b. 40 hours/month x \$120/hour x for last 5 months (assuming one month off) = \$24,000
 - c. Total: \$70,800 (time/expenses)
3. Coordination/logistics/contract management- Nancy Ligon/GTH
 - a. Time/expenses: retainer of \$1,000/month x 12 months= \$12,000

Under this scenario, there would be total staffing costs of \$174,000. The Executive Committee recommends a three month contract for each staffing piece as a transition, and then quarterly check ins throughout the year if a decision is made to extend each contract.

Potential Action Items:

1. H&H modeling
 - a. Extension of time to allow for continued engagement
 - b. Additional funding to analyze potential flooding relief projects
2. Early Warning System
 - a. Extension of time to ensure installation, calibration of final gages
 - b. Additional funding to update inundation maps
3. New or extended contracts for staffing
 - a. New contract for Jim Kramer Consulting
 - b. Extended contract for time/budget for SBGH Partners
 - c. Extended contract for time/budget for GTH